



JENNIFER M. GRANHOLM
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF INFORMATION TECHNOLOGY



TERESA M. TAKAI
DIRECTOR

TO: DIT Employees

FROM: Teri Takai, Director

SUBJECT: MI 360

We recently received a letter from Governor Granholm announcing the launch of a significant new component of our Vision and Values program. MI 360 will serve to help our supervisors, managers, administrators and executives learn more about their leadership abilities and find out how others view their management style.

The overall goals of MI 360 are to enhance communication between managers and employees, to help managers understand their management styles and behaviors, and to improve productivity in our workplaces. MI 360 is a survey based on the State of Michigan's five core competencies of building trust, communication, developing a successful team, facilitating change and leading through vision and values; and the four shared values of Integrity, Excellence, Teamwork and Inclusion. It will be available to participants beginning in March 2005.

The uniqueness of this program is that management will receive feedback from several sources—their direct reports, peers, and supervisors—creating a multi-leveled assessment of their management style. It is anticipated that through this process, not only will they have a better idea of their skills as managers, but they will also learn if they should take advantage of coaching and training opportunities that will be made available upon completion of the assessment process.

If you are a direct report, peer or other, your feedback will be anonymous. Your responses will be combined and averaged with others in your respondent category before being shared with your supervisor. If you are a supervisor providing feedback to a direct report, your response will not be anonymous.

The web-based survey should take respondents approximately 20 minutes to complete. A sample survey query may read: *Please indicate the frequency for which the subject demonstrates the following behavior—accepts responsibility when things go wrong.* Respondents will be asked to select from the following answers: Never, Seldom, Occasionally, Often, Almost Always, Always and No Opportunity to Observe. They will be asked to be as objective as possible when filling out the survey, keeping emotional feelings about the Leader out of their responses. For employees who do not have access to a computer, hard-copy forms will be provided.

As mentioned in the Governor's letter to you, we are one of the four departments that will participate in the pilot of this new initiative beginning this month. Other departments involved in the January pilot include Management and Budget, Civil Rights and Michigan State Police. Once we have completed the initial trial of the program, MI 360 will be made available to departments statewide this spring. It's at this point that we will begin the MI 360 for all of our supervisors, managers, and executives (Group 3 and Group 4).

If you have not yet visited the MI 360 Web site, I invite you to explore the site's pages at <http://connect.michigan.gov/portal/site/ogwd/index.jsp> , where you will find a list of "Frequently Asked Questions" that should help in understanding this important effort. If you do not have access, you can request hard copy information from our MI 360 Agency Administrator, Kurt Weiss, at weissk1@michigan.gov .

I am excited about this next step toward improving our workplaces through MI 360. Your participation and honest feedback in the evaluations will be critical. Thank you for your support and participation!